

BK8A Contract Balance Report

Purpose To provide the user a listing of contracts and their remaining balances.

Distribution Agency

Frequency of Preparation Monthly

Sort Sequence By agency number and contract document type.

Page Break On Report page break will occur when more than 1 full page of information exists, agency number changes or contract type within agency changes.

Retention Requirements Forty-five Days

Report Description

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Agency Number	6	Number within AGPS/CFMS to identify agency
	Agency Name	30	Inferred agency name of agency number from the AGCY Table
	Cont Type	3	Inferred contract type for the reported contract number
	Contract Number	10	Inferred contract number of reported contract
	# of Amd	2	Inferred number of contract amendments for the reported contract
	Vend/Contractor Number	11	Inferred vendor number of reported contract
	Vendor/Contractor Name	30	Inferred vendor name of vendor number from the VEND Table

CONTRACT MANAGEMENT PROCESSING**REPORTS****BK8A: Contract Balance Report**

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Contract Amount	9.2	Inferred total contract amount of the reported contract
	Encumbered	9.2	Inferred encumbered amount of the reported contract as recorded on KOFY
	Payments Processed And Adjustments	9.2	Inferred total amount of all payments processed and adjustments processed of the reported contract as recorded on KOFY
	Outstanding Advances	9.2	Inferred available balance for the reported contract as recorded on KOFY
	Remaining Balance	9.2	Inferred available balance for the reported contract as recorded on KOFY
	Total: Contract Amount(s) by Doc Type	9.2	Computed total of all contract amounts with specified document type (prints only when contract type changes)
	Total: Encumbered Amount(s) by Doc Type	9.2	Computed total of all encumbered amounts with specified document type (prints only when contract type changes)
	Total: Payment Processed and Adjustment Amount(s) by Doc Type	9.2	Computed total of all payment processed amounts and adjustment processed amounts with specified document type (prints only when contract type changes)
	Total: Outstanding Advances Amount(s) by Doc Type	9.2	Computed total of all outstanding advances amounts with specified document type (prints only when contract type changes)
	Total: Remaining Balance Amount(s) by Doc Type	9.2	Computed total of all remaining balance amounts with specified document type (prints only when contract type changes)
	Total for Agency Name	30	Inferred agency name of agency number from the AGCY Table (prints only when agency changes)
	Total: Contract Amount(s) by Agency	9.2	Computed total of all contract amounts of reported agency (prints only when agency changes)
	Total: Encumbered Amount(s) by Agency	9.2	Computed total of all encumbered amounts of reported agency (prints only when agency changes)

CONTRACT MANAGEMENT PROCESSING**REPORTS****BK8A: Contract Balance Report**

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Total: Payment Processed and Adjustment Amount(s) by Agency	9.2	Computed total of all payment processed amounts and adjustment processed amounts of reported agency (prints only when agency changes)
	Total: Remaining Balance Amount(s) by Agency	9.2	Computed total of all remaining balance amounts of reported agency (prints only when agency changes)

BK8B Agency Outstanding Advances Report

Purpose To provide the user a listing of contracts and their remaining recoupment balances.

Distribution Agency

Frequency of Preparation Monthly

Sort Sequence By contract number within agency.

Page Break On Report page break will occur when more than 1 full page of information exists or agency number changes.

Retention Requirements Forty-five Days

Report Description

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Agency Number	6	Number used within AGPS/CFMS to identify agency
	Agency Name	30	Inferred agency name of the agency number from the AGCY Table
	Contract Number	10	Inferred contract number of reported contract
	# of Amd	2	Inferred number of contract amendments of reported contract
	Vend/Contractor Name	30	Inferred vendor name of vendor number from the VEND Table
	Vend Number	11	Inferred vendor number of reported contract
	T-Number	5	Inferred T-number of the reported contract
	FY	2	Inferred fiscal year of the reported contract

CONTRACT MANAGEMENT PROCESSING**REPORTS****BK8K: Contract & Amendment Approved File Listing: 99/99/99-99/99/99**

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Total Agency/Sub-Agency: Total Contracts/Amendments	5	Computed number contract and amendments for agency/sub-agency (prints only when agency or sub-agency changes)
	Total for Agency	6	Total for contract agency number indicated (prints only when agency changes)
	Total for Agency Name	30	Total for contract agency name indicated (prints only when agency changes)
	Total Agency: Total Orig/Amd Contract Amount	10.2	Computed total of original/amendment amounts for all agency/sub-agencies (prints only when agency changes)
	Total Agency: Total Contracts	4	Computed number of contracts for the agency (prints only when agency changes)
	Total Agency: Total Amendments	4	Computed number amendments for the agency (prints only when agency changes)
	Total Agency: Total Contracts/Amendments	5	Computed number contracts and contract amendments for agency (prints only when agency changes)
	Total for ALL Agencies: Total Orig/Amd Amounts	10.2	Computed total of original/amendment amounts for all agencies (prints only when report ends)
	Total for ALL Agencies: Total Contracts	4	Computed number of contracts for all agencies (prints when report ends)
	Total for ALL Agencies: Total Amendments	4	Computed number of amendments for all agencies (prints when report ends)
	Total for ALL Agencies: Total Contracts/Amendments	5	Computed number of contracts/amendments for all agencies (prints when report ends)

CONTRACT MANAGEMENT PROCESSING

REPORTS

BK8L: Agency Contracts Up to \$20,000 Report (for OCR Approved Documents Types) Report

BK8L Agency Contracts Up to \$20,000 Report (for OCR Approved Document Types)

Purpose To provide the user a listing of contracts by agency and contract number that are up to \$20,000. This report only displays contracts with document types that are approved by the Office of Contractual Review.

Distribution Agency/OCR

Frequency of Preparation Quarterly or On Request

Sort Sequence By agency number and contract number for contracts less than or equal to \$20,000.

Page Break On Report page break will occur when more than 1 full page of information exists or agency number changes.

Retention Requirements One Hundred Days

Report Description

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Agency Number	6	Number used within AGPS/CFMS to identify agency
	Agency Name	30	Inferred agency name of agency number from the AGCY Table
	CFMS #	10	Inferred contract number of the reported contract
	Amd #	2	Inferred amendment number of the reported amendment
	Vend/Contractor Number	11	Inferred vendor number of the reported contract
	Vendor/Contractor Name	30	Inferred vendor name of vendor number from the VEND Table

CONTRACT MANAGEMENT PROCESSING**REPORTS****BK8L: Agency Contracts Up to \$20,000 Report (for OCR Approved Documents Types) Report**

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Beg Date	8	Inferred contract begin date of the reported contract or inferred contract revised begin of the reported amendment
	End Date	8	Inferred contract end date of the reported contract or inferred contract revised end of the reported amendment
	Amount	9.2	Inferred original contract amount of the reported contract or inferred amount/changed amount of the reported amendment
	Date Approved	8	Inferred date approved of the reported contract or amendment
	Description	30	Inferred description of the reported contract or amendment
	Total for Agency Name	30	Inferred agency name of agency number from the AGCY Table (prints only when agency changes)
	Total: Agency Total, # of Contracts	3	Computed number of contracts by agency (prints only when agency changes)
	Total: Agency Total, # of Amendments	3	Computed number of contract amendments by agency (prints only when agency changes)
	Total: Agency Total, # of Contracts/Amendments	3	Computed number of contracts and contract amendments by agency (prints only when agency changes)
	Total: Agency Total, Contract/Amendment Amount	9.2	Computed total of amount column for agency (prints only when agency changes)
	Total for Department Name	30	Inferred department name of agency number from the AGCY Table (prints only when department changes)
	Total: Department Total, # of Contracts	3	Computed number of contracts by department (prints only when department changes)
	Total: Department Total, # of Amendments	3	Computed number of contract amendments by department (prints only when department changes)

CONTRACT MANAGEMENT PROCESSING**REPORTS****BK8L: Agency Contracts Up to \$20,000 Report (for OCR Approved Documents Types) Report**

REF #	FIELD NAME	SIZE	DESCRIPTION OF INFORMATION
	Total: Department Total, # of Contract/Amendments	3	Computed number of contracts and contract amendments by agency (prints only when agency changes)
	Total: Department Total, Contract/Amendment Amount	9.2	Computed total of amount column for department (prints only when department changes)
	Total: Overall Total, # of Contracts	9.2	Computed number of contracts overall (prints only when department changes)
	Total: Overall Total, # of Amendments	9.2	Computed total of amendments overall (prints only when department changes)
	Total: Overall Total, # of Contracts/Amendments	9.2	Computed total of all contracts and contract amendments overall (prints only when department changes)
	Total: Overall Total, Contract/Amendment Amount	9.2	Computed total of the amount column overall (prints only when department changes)

CONTRACT FINANCIAL MANAGEMENT SUBSYSTEM USER GUIDE
APPENDIX C - COMMODITY CODE MATRIX

COMMODITY CODE MATRIX	
COMMODITY NUMBER	DESCRIPTION
952-00-000000	Human Services
952-02-000000	Adoption
952-05-000000	Alcohol and Drug Detoxification
952-06-000000	Alcohol and Drug Prevention
952-10-000000	Barber/Beautician Services
952-14-000000	Children's Trust Fund
952-15-000000	Case Management
952-16-000000	Chaplain/Minister Services
952-17-000000	Child Abuse: Identification, Treatment and Prevention (including Sexual Abuse)
952-18-000000	Child Care Food Program
952-19-000000	Community Garden Program
952-20-000000	Correctional
952-21-000000	Counseling
952-23-000000	Court Intervention Services
952-24-000000	Culture Enrichment
952-25-000000	Day Care (Preschool)
952-28-000000	Day Care Training Consortium
952-29-000000	Deaf Interpreters
952-30-000000	Delivered Meals
952-31-000000	Discrimination Investigation
952-32-000000	Domicile
952-36-000000	Emergency Food

CONTRACT FINANCIAL MANAGEMENT SUBSYSTEM USER GUIDE
APPENDIX C - COMMODITY CODE MATRIX

COMMODITY CODE MATRIX	
COMMODITY NUMBER	DESCRIPTION
952-37-000000	Emergency Shelter
952-38-000000	Employee Assistance Programs
952-39-000000	Employment Generating Activities
952-42-000000	Family Planning
952-43-000000	Family and Social Service
952-45-000000	Food Stamp/Coupons
952-47-000000	Foster Home
952-49-000000	Halfway Housing
952-51-000000	Head Start Program
952-53-000000	Home Management
952-54-000000	Homemaker
952-55-000000	Homelessness Prevention Services
952-56-000000	Independent Living
952-59-000000	Liheap Emergency Assistance
952-60-000000	Job Search Workshop
952-61-000000	Liheap Weatherization
952-62-000000	Mental Health Services: Vocational, Residential, ETC
952-64-000000	Mortuary and Funeral
952-67-000000	Parenting Intervention
952-68-000000	Project Independence
952-69-000000	Protection for Adults
952-71-000000	Rape and Sexual Assault Prevention
952-74-000000	Referral
952-75-000000	Refugee Assistance

CONTRACT FINANCIAL MANAGEMENT SUBSYSTEM USER GUIDE
APPENDIX C - COMMODITY CODE MATRIX

COMMODITY CODE MATRIX	
COMMODITY NUMBER	DESCRIPTION
952-78-000000	Safe Housing
952-80-000000	Senior Aides Program
952-83-000000	Summer Youth Program
952-84-000000	Supplemental Food Service
952-85-000000	Support Services
952-88-000000	Teenage Pregnancy Services
952-89-000000	Training and Instruction (For Staff)
952-90-000000	Training and Instruction (For Clients, Not Staff)
952-91-000000	Transitional Domicile
952-92-000000	Transitional Living
952-93-000000	Try-Out Employment
952-94-000000	Transportation Services for the Elderly, Handicapped and Incapacitated
952-95-000000	Youth Care
999-01-000000	Doctor - OCR Approved Class/Subclass
999-02-000000	Attorney - OCR Approved Class/Subclass
999-03-000000	Dentist - OCR Approved Class/Subclass
999-04-000000	Pharmacist - OCR Approved Class/Subclass
999-05-000000	Physical Therapist - OCR Approved Class/Subclass
999-06-000000	Occupational Therapist - OCR Approved Class/Subclass
999-07-000000	Board Certified Social Worker - OCR Approved Class/Subclass
999-08-000000	Psychologist (Phd) - OCR Approved Class/Subclass
999-09-000000	Architect - OCR Approved Class/Subclass
999-10-000000	Registered Nurse - OCR Approved Class/Subclass

CONTRACT FINANCIAL MANAGEMENT SUBSYSTEM USER GUIDE
APPENDIX C - COMMODITY CODE MATRIX

COMMODITY CODE MATRIX	
COMMODITY NUMBER	DESCRIPTION
999-11-000000	Accountant - OCR Approved Class/Subclass
999-12-000000	Veterinarian - OCR Approved Class/Subclass
999-13-000000	Engineer - OCR Approved Class/Subclass
999-14-000000	Surveyor - OCR Approved Class/Subclass
999-15-000000	Appraiser - OCR Approved Class/Subclass
999-16-000000	Data Processing Consultant - OCR Approved Class/Subclass
999-17-000000	Claims Adjuster – OCR Approved Class/Subclass
999-18-000000	Expert Witness – OCR Approved Class/Subclass
999-99-000000	Professional Services Not Listed